Please pass a copy on to J.B. + others int'd.

Post-It™ brand fax transmittal memo 7671 | # of pages ▸ 1

To Keith J	From Peggy Lamer
Co. WER	Co.
Dept.	Phone # 928-3774
Fax # 332-3110	Fax # 928-6529

WER Staff Meeting
March 23, 1993, 5 pm to 7:30 pm

I. Financial Problems

A. Current negative cash drain
   1. $8,000 to $10,000 short each month
   2. Above can continue only 3 to 6 months more, or less?
B. Borrowing from future subscriptions revenue now
C. Staff pay cuts implemented 2/16/93
   1. pay ranges from $9 to $13 an hour

II. Financial Possibilities

A. Catalog contract for $400,000
B. $180,000 when and if signed
C. In the past, monies from
   1. catalog
   2. projects
have had a "wave" like influence on cash flow, stabilizing short falls from the WER
D. Can contract be finalized by
   1. Ex Dir only?
   2. Publisher and Editor w/o Ex Dir?
   3. All three of the above?
   4. The Board?
E. Should it be finalized now?
   1. Put it off 'til present mess is cleaned up?
   2. Find a project or two that present staff can handle?

III. Organizational Problems

A. Inattentive Board the past year or so
B. STRONG discomfort with Ex Dir by ALL staff ('cept MN)
   1. Much of this is money related
      a. staff takes pay cut
      b. Ex Dir has
         (1) full salary/the highest salary
         (2) full time assistant
         (3) separate office @ +/- $12,000 a year
   2. Staff sees $$$ going out and nothing coming in
C. Separate buildings/separate staff
D. Unclear "command and control" mechanisms
   1. a collective or a hierarchy or cooperative?
E. Unclear on what to do next

IV. Other

A. Howard returns April 1, 1993
B. Oct 92 Report to B of D ignored by Board
C. Bd was to raise $$$$ for Ex Dir
D. Employee roster = 6 FT and +/- 10 PT

js/March 24, 1993